G R S App [X 4]

1943-44 MC File No 11-43

Previous References (Municipal) Serial Nos 44, 45

Later References

GENERAL AND REVENUE SECRETARIAT

Serial Nos Nil

Part B for Feby 44

SUBJECT

Appointment of a clerk in the Record Section of the City Civil Office, allys on a pay of Rs 30/- p.m. in the grade 0,-2-0-1-4

To the PWPC Mysore
& Coorg
& Cs
No 2091-53 of 15/1/44.

Secretary

Letter No 165-46-234/43 Dy 10/12/43 from the Dpty Cif ML Cl, Mysore requesting sanction to the appointment of a clerk on Rs 30 p m in Grade Rs 25-1-40 for work in the Record section of the Cif ML office

The necessity for the appointment of a clerk on Rs 30 p m in the grade of Rs 25-1-40 has been fully explained by the Dpty The sum of Rs 120 being the expenditure on this account is proposed to be met out of the closing balance in the current year's Budget of the Cif ML

Submitted for orders

Ulsoor 28/12 The proposal of the Mysore Cif ML to sanction an additional hand on Rs 30/p-1 in the grade of Rs 25-1-40 to attend to the cleaning of arrack godowns in the Records Section of the ML office may be approved.

Laurie 28/12/43

Mary McEachern

Under Sec

Under Sec 6/1/44

Secy 8/1/44

Secy to Govt 10-1-44

DF for the Finance Min 10-1-44

6312 Ex

Store

OFFICE OF THE MINISTER FOR L S G & P H
Dt 8/1/1944
No. 4743

3625

Continuation Sheet ml File No / Current No 11 of 43 Page

Sent with a draft Ltr for appl
MLS
11/1

45 - To The Att, Cashier, Secretary
The Rec Comm.
The Comptroller
NO L 7091-3 Dy 15-1-44
sanctions the proposal

M 11-43-44

No M5-46-234/43
Lncl 2

OFFICE OF THE PRESIDENT
CITY MUNICIPAL COUNCIL MYSORE
Dated 10 DEC 1943

GEN & REV SECRETARIAT 3675 14 DEC 1943 L S G BRANCH

From

GOVT OF MYSORE

R Ramachandra Rao Bhombore, Esq , B A
PRESIDENT CITY MUNICIPAL COUNCIL
MYSORE

To

C Narayanaswamy Naidu, Esq B A B L ,
Secretary to Government,
Law Department, Bangalore

Sir,

In forwarding herewith a copy of the note on the inspection of the Municipal Office Record Section I have the honour to state that the work in this section has been in arrears and it requires the services of a separate whole-time clerk in addition to the existing staff consisting of a Record Keeper and a Dafterband to bring the sorting and indexing work up-to-date The Record Keeper in grade Rs 25-1-40 per mensem and the Dafterband on Rs 13/- per mensem working in this section are attached to the Head Office Establishment The work in the Head office has also very much increased and the proposed revision of the Head Office Establishment sent to you with letter No M4-98/43 dated 30-8-1943 is pending orders of Government

In view of the arrears of sorting and indexing work to be attended to in the Record section, a proposal to employ a retired official with experience of work, on Rs 30/- per mensem for a period of six months was placed before the Municipal Council at their meeting held on 27th November 1943, for sanction

In considering the importance of work in this section and in view of the heavy work to be attended to requiring to be manned with two clerks to keep it up-to-date, the Municipal Council resolved as follows -

"A hand on Rs 30/- in grade Rs 25-1-40 may be appointed as an additional hand separately to the Records section "

It is considered desirable that the pay of the new hand has to be fixed at Rs 30/- in the grade Rs 25-1-40 as one of the experienced official of the office has to be posted for work, since a recruit cannot cope up with the work The cost on this account amounting to

to Rs 210/- during the current year will be met out of the closing balance due provision being made thereto in the Budget of the ensuing year

I request you kindly to obtain early sanction of Government to appoint an additional hand on Rs 30/- in grade Rs 25-1-40 to the Record Section

I have the honour to be,

Sir,

Your most obedient servant,

PRESIDENT

SNR) 2

MYSORE CITY MUNICIPALITY

Proceedings of the Ordinary General Meeting of the Mysore City Municipal Council held in the Municipal Office on Saturday the 27th November 1943, at 4 30 p m

PRESENT

R Ramachandra Rao Bhombore Esq B A *President*

2 P Sitaramiah Esq B A B L
3 M K Linganna Esq B A LL B
4 A Krishna Murthi Esq
5 T Narasimha Iyengar Esq B A B L
6 A N Suryanarayana Rao Esq
7 B Narayanaswamy Esq B A B L
8 M V Venkataramiah Esq
9 M S Nanjappa Esq
10 G R Rangaswamiah Esq
11 E P Nanjappa Esq
12 Dr A J Ram L M & S
13 G Janardan Naidu Esq
14 Patnam Sreenivasa Setty Esq
15 T Venkataramaniah Esq
16 T S Alikhan Esq
17 Dr (Miss) A Grace Gillespie M B Ch B
18 B L Maridandiah Esq
19 F C Devaraja Urs Esq

ABSENT

20 Mohamed Khalilulla Esq M A LL B *Vice President*
21 S Linganna Esq
22 U L Ramach ndra Rao Esq
23 Chowdiah Esq
24 N Rajagopala Iyengar Esq B A B L
25 Mrs B Kameswaramma B A
26 Agaram Rangiah Esq
27 T Mariappa Esq B A LL B
28 M R C Bas ppa Esq
29 Haji Mir Amiruddin Khuraishi Esq
30 *Vacant*
31 *Vacant*

358 Office note requesting sanction to appoint a retired official on Rs 30/- per mensem for a period of six months for sorting and indexing Records in the Records Branch, under the circumstances stated therein

' A hand on Rs 30/- in grade Rs 25-1-40 may be appointed as an additional hand separately to the Records Section in view of the arrears of work to be attended to and also the increase of work in the section

Sd R Ramachandra Rao Bhombore,
President

"COPY'

PRESIDENT

CNR

Office Note

RECORDS SECTION

There is no Record keeper for the past two months as the man working has been posted to the Civil Supplies Department Even the Dafterband has been drafted for work connected with the Poor Feeding One A Srinivasa Murthy clerk in the Revenue Section is ordered to be transferred for work in the ~~Revenue~~ Record section but he has not yet joined duty The Revenue officer has been reminded to relieve this official forthwith The recruit appointed for the Dafterband's place has not also joined duty and so a separate man has to be appointed for this place The work in the Records section is very much in arrears The prescribed B and D Registers are not maintained but entries are made in other registers which are also not kept up-to-date The papers ripe for destruction subsequent to 1930 have not been sorted and taken out for destruction The Tottenham System has been introduced into this office from the beginning of the year 1942-43 and the disposed of records since then have to be arranged and deposited in accordance with the principles enunciated therein The Index Register in respect of 'A' class of papers and papers requiring to be preserved for ten years or more has to be maintained and posted up-to-date T h e racksin the Record Room are not provided with a list of contents showing the contents of thedafters lodged in each shelf thereof In fact all the dafters require to be resorted and rearranged as at present there is no easy means of knowing their contents The stock registers of forms and registers, receipt books etc , are also to be posted up and brought up-to-date

Since this involves heavy work, it may not be possible for a single official assisted by a dafterband to attend to the work in addition to the usual routine work It is suggested that two temporary hands on Rs 25/- each may be entertained for a period of three months in the first instance, so that the work may be expeditiously got through and brought up-to-date Instead of entertaining raw recruits for this work, the services of some retired officials with good experience of the Records work may ~~be availed of~~

be availed of for this

President's remarks.

A retired official with experience of work may be recommended for appointment on Rs 50/- for a period of 6 months

Sd R Ramachandra Rao Bhombore
President

"COPY"

PRESIDENT

G R S App F VI—G 2]

SUBJECT

Diary No of letter replied to

General and Revenue Secretariat

( )

the *194*

Section ml

File No 11-43

Serial No 45

Proceedings of the Government of His Highness the Maharaja of Mysore

Date of issue 15/1 194

Signed by

May this be—

(i) printed ?

(ii) treated as a Standing Order ?

(iii) published in the Gazette English Part ?

(iv) translated ?

(v) placed at the disposal of the Press ?

(vi) published in the Gazette Kannada Part ?

Read—Letter No ML 65-46-234/43 dt 10 12 43 from the Chief Municipal Officer, Mysore, stating that the Municipal Council have, at their meeting held on 27-11-43, approved of the entertainment of additional establishment on Rs 30 p m in grade Rs 25-1-40 for work in the Records section of the City Municipal Office and requested sanction to the Resolution of the Municipal Council, the expenditure in this behalf during the current year being met out of the closing balance in the current year's

a permanent basis

clearing the arrears of work & to attend to the increase in the work

for 15/1/44

Handbook of the civ mech
order no L 7091-3
Sanctioned [The work of the Works in this Sector should be properly supervised and arrangements should be made to keep the work up to date. In this Sector

Necessary provision should be made therefor in the future Handbook of the civ mech

from
Horsey to Lord
Wks Law dept
21/1

To Dr Dept, civ mech Engrs
Dr Comptroller
& Rev Cmrs in Ingrs

List of Enclosures

Copied by

Examined by

WD 04162—GPB—60 000—23 10 41